

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
December 3, 2018

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

Councilmembers Present

Thomas Wheeler, President
Dan Mandolesi, Vice President
Nick Lodise
Mayor Debbie Mahon
Sarah Omietanski, Jr. Council
Doug Harris

Staff in Attendance

Solicitor Robert DeBias
Treasurer Diane McKairnes
Secretary Dorothy Omietanski
Water & Sewer Kurt Ludwig
Sergeant Baran

Councilmembers Absent: Doug Edge, Judy Coleman and Mallory Menta

Staff Absent: Water & Sewer Pat Slater, Fire Marshal Bill Wheeler

Guests in Attendance: Michael Bookman, Jillian Dwyer, Francine Dwyer, Stephen Dwyer, Zachary Gutherman, Charlie Gutherman, Nick Toth, Sheri Wheeler, Ron Robbins, Stanley Omietanski, Stan Omietanski and Dave Harris

Call to Order: Mr. Wheeler called the meeting to order at 7:35 pm; all those present joined in the Pledge of Allegiance.

Honoring Youth Volunteers:

Ms. Mahon presented a certificate of appreciation to 9 youth volunteers who helped the borough in 2018. She first read off the names of those youth who could not attend the meeting – Tolga Atabas for helping on Earth Day, Rebecca Harger for helping with the quarterly newsletters, Danielle DiMeglio for helping on Earth Day, Brandon Caban for helping on Earth Day and Katherine Cleary for helping on Earth Day. Next Mayor Mahon called each volunteer who attended the meeting up individually and provided them with a certificate – Jillian Dwyer for helping on National Night Out, Stanley Omietanski for being junior IT support and helping on Earth Day, Sarah Omietanski for participation as Junior Council Member and helping at National Night Out and Zachary Gutherman for his Eagle Scout Project beautification of the Hulmeville Borough playground. Mr. Gutherman put in 1,148 hours completing the project.

Minutes:

Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the minutes of November 5 and 20, 2018; Motion passed with all in favor 4-0-0.

Public Comment:

- Washington Ave – Michael Boorman wanted to make council aware of an issue with his neighbor. The neighbor is a renter and they are driving across the back end of their property onto Washington Ave and is causing a mess to the land.
- Parade Ribbons – Nick Toth noticed that the parade route ribbons by his home are looking worn and asked if they are taken down at any point. Ms. McKairnes said he can remove any ribbons he feels looks bad otherwise they usually remain up until next parade. She said she would notify the parade committee of his complaint. Mr. Toth also acquired about what township owns the stretch of Walnut Street between the farm and the ball fields. Mr. Wheeler informed Mr. Toth that Hulmeville owns to a point and then Penndel owns the rest. The road is in need of repair and Mr. Toth does not feel it will stay intact through the winter. Mr. Wheeler said he would look into the matter.
- Thank You – Dave Harris wanted to thank Mayor Mahon and Mr. Mandolesi for attending the fundraising event in Bristol. He appreciated their attendance and the nice words said in his honor.

Police Report:

- Mayor Mahon read the report for the month of November 2018: 18 Incidents, 22 Traffic, 2 Parking, 1 Accidents, 7 Assists, 0 Summary, 1 Criminal, 4 District Court, 0 County Court, 1 EMS, for total hours worked: 179, Total Salary \$4,106.75.
- Thank You – Mayor Mahon wanted to thank Sergeant Baran for all his work in absence of a police chief. He has painted and cleaned up the office and garage and added furniture to the police office.
- Job Description – The police committee is working on a job description for a police chief. Mayor Mahon distributed a copy and would like to discuss it at the work session.

Motion made by Mr. Lodise seconded by Mr. Harris to adopt Chain of Command, Code of Conduct, Code of Ethics, Conduct and Disciplinary Procedures, Firearms, and Use of Force policies; Motion passed with all in favor 4-0-0.

- Request for Items – Mayor Mahon asked council to approve a few requests from the police. The police car is in need of reflective tape to rear of car, adjustment of headlights and a flashlight for car at a cost of \$125. The police have also requested a finger print kit at a cost of \$68 and three window/door blinds at a cost of \$137.54.

Motion made by Mr. Lodise seconded by Mr. Mandolesi to approve the purchase of items requested by the Mayor for the police department not to exceed \$350; Motion passed with all in favor 4-0-0.

- Leads on Line – There is an online resource that the police department utilizes when a robbery has taken place. When the robber sells items to pawn shops the police can utilize the service to track items and catch the thieves. The Hulmeville Police have used Leads on Line to solve 3 cases. The program costs \$1,600 so Mayor Mahon is looking into a grant to help pay for the cost. Mr. Wheeler will also reach out to Middletown Township

and the three boroughs to see if there is a way Hulmeville Borough can piggy back and share the cost of the program.

Borough Property:

- Lock Change – The Historical Society had to change the lock on their door.

Lights:

- LED Lights – Mr. Mandolesi received a quote today from Armour Electric for the completion of the LED light RDA grant project. The quote is to retrofit all lighting at Borough Hall to LED, replace all the emergency lighting with LED, and the lighting outside on the flag and sign to LED. The total cost of the project is \$14,950.00. The total RDA grant was for \$47,620.00 and the street light project came to \$32,112.

Motion made by Mr. Mandolesi seconded by Mr. Harris to proceed with the work to retrofit Borough Hall with LED lights with Armour Electric at a cost of \$14,950.00; Motion passed with all in favor 4-0-0.

- PECO Bill – Mr. Mandolesi and Mr. Lodise reviewed the current PECO bill and realized the current bill made no sense. The bill listed streets that did not exist in the borough. They created a new list stating where every light is in the borough and submitted it to PECO.
- Armour Maintenance Contract – Ms. McKairnes will contact Armour to have the current light maintenance contract cancelled. With the installation of the LED lights there is no need for a monthly maintenance of the lights.
- LED Light Issue Main Street – Armour said they will keep working to resolve the issue on Main Street with the light shining into a resident's home. The next step they will take is to install a shield and see if that resolves the issue.

Water and Sewer:

- Manhole Project – Mr. Ludwig received approval from Carroll Engineering to pay for the first round of repairs to the manholes.
- DEP Inspection – The DEP visited the borough to check the emergency plan and contingency plan for the Authority. They suggested minor changes for testing of Chlorine. They also inspected the meter pits.
- Water Shut Off – Mr. Ludwig has been in conversation with BCWSA regarding their assistance with the water shut off program being considered by the Authority.
- On Line Payment – Inverse Paradox is currently working with Fire Marshal Wheeler to get information on the website for accepting online payments for the Authority. Mr. Harris recommended the Authority create a separate bank account for just online payments for security reasons.

Fire Marshal: no report

Trash:

- Broken Glass – The Hulmeville Police investigated a call regarding broken glass over several streets in Hulmeville. It was determined that the glass was left by Republic in that one of their trucks was rotting out on the bottom leaving a trail of glass. The day after the reported incident Republic sent a street sweeper out to clean up all the glass.

Streets: no report

Finance:

- Public Comment – There was no public comment on the 2019 budget.

Motion made by Mr. Wheeler seconded by Mr. Mandolesi to adopt the 2019 budget for \$527,326.00 with millage 14.50, combined tax millage 16.00, mills real estate 14.50, mills fire tax 1.50, EIT of 1%, refuse collection \$280.97, and per capita \$5; Motion passed with all in favor 4-0-0.

Personnel: no report

Zoning:

- Houses on Bellevue Ave – Six certified letters were sent to Mr. & Mrs. Woodruffs at a cost of \$40.20. The letter states that the Woodruff's must cease and desist from operation of a boarding house. Mr. Wheeler also spoke to Judge Baranoski and received paperwork for the next step.
- 910 Bellevue Ave – Mr. Wheeler spoke to Paul Buchhofer with BIU regarding the status of 910 Bellevue Ave. Since sending a letter to the owner Mr. Buchhofer has not heard back from the owner.

Jr Council Member:

- News Letter – Ms. Omietanski has volunteered to write another article for the Borough newsletter on teen suicide.

MS4:

- Mayor Mahon suggested a committee meeting for January 10th but Mr. Harris will not be able to attend so Mayor Mahon will email other suggested dates.
- Newsletter – The fall news letter has been sent out and Mayor Mahon is now working on the winter newsletter.
- TMDL – Pickering Courts has submitted the needed updates to the TMDL plan to include map revisions set forth by the DEP.
- Updates to Businesses – Mayor Mahon is still looking for a thorough way to get updated business names and contact information.

TMDL / BMP's: Permit years 2018-2022 – items that need to be accomplished over the next 5 years.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
 - Continued with the 4 leaf pick-ups through the fall/winter season
 - Sump Pump inspection enforcement
 - Decide on sediment reduction project

Floodplain:

- For all residents in and out of floodplain, contact information is being added to the newsletter to assist residents and business owners on proposed practices and procedures during weather events.
- Old Colonial Inn has cleared trees in the floodplain/open space behind their establishment. Zoning officer is working on the violation as this is not yet cleaned up.
- The Water Street FIRM concerns have not yet been answered (8 months now). FEMA forwarded Mayor Mahon's questions to PEMA for answers through the hazard mitigation grants.

Storm Water:

- New Residents – Update any new residents that have moved into Hulmeville as storm water affects us all and not just those that live in floodplain.
- Storm Water Coordinator – Ms. Coleman has offered to take over as storm water coordinator for Mayor Mahon. Mayor Mahon is going to move all the storm water paperwork to Borough Hall, 2nd floor, and Ms. Coleman will be involved in organizing the documents.

Solicitor Report:

- Right To Know – Mr. DeBias informed Ms. Omietanski that there is a new right to know request form.
- RDA LED Project – Mr. DeBias stressed to council that Armour Electric's work needs to be completed before the end of the year.

Mayor:

- Quarterly Report – Mayor Mahon submitted her quarterly and year end report. Mayor Mahon has not performed any weddings since her first quarter report. The Mayor also

ending balance as of December 3, 2018: \$ 43,860.04

A motion made by Mr. Mandolesi seconded by Mr. Lodise and carried unanimously to approve the bill list dated December 3, 2018; motion carries 4-0-0.

A motion made by Mr. Lodise seconded by Mr. Harris to pay overdue notices from Pickering Courts in the amounts of \$117, \$58.50 and \$38.26 if Ms. McKairnes verifies that they have not been paid; motion carries 4-0-0.

Correspondence:

- Solicitor Fees – Mr. DeBias sent council a letter informing them of his rate for next year which is \$150 per hour for Borough work and \$250 per hour for land development services.

Old Business:

- Sale of Marijuana – Ms. McKairnes asked council if there were any ordinances addressing the sale of Marijuana in the borough should it become legal to do so. Mr. DeBais explained that currently only medical Marijuana is legal to sell and the state requirements to do so would not be able to be met in the borough.
- Open Space – Mr. Wheeler informed council that the check for the gazebo should be sent out this week. Open Space check will cover 75% of the total cost of the project.
- Waterway Blockage – The Healds contacted Mr. Wheeler to inform council that there is a blockage in the tunnel behind their home on Trenton Ave. Mr. Wheeler will contact BCWSA to see if they can remove the debris.
- Parking Church Lot – Mr. Robbins asked the Sergeant if anything can be done regarding a resident parking their vehicles in the church parking lot overnight. Mr. Robbins is concerned that if there is a snow storm the plows will not be able to remove snow from the parking lot with the cars in the way. Sargent Barron will talk to the resident. He also suggested that the church post signs that state no parking overnight or your car will be towed at owners' expense.

The meeting was adjourned at 9:00 pm; motion made by Mr. Lodise seconded by Mr. Harris; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary